In September 1998, Congress passed the Workforce Investment Act. As states implemented the new legislation, the Job Training Partnership Act (JTPA) was rescinded. The Workforce Investment Act (WIA) is administered through the Department of Workforce Services in Utah. One of the major changes of the Act is that schools must obtain approval before WIA funds may be used to pay training expenses for eligible individuals. The period of initial eligibility is one year to eighteen months, beginning when the school's application is approved.

There are two applications attached to this notice. If your school receives federal funds under the Higher Education Act of 1965, please complete Application A. If your school does not receive federal funds complete Application B. Send the completed application to the appropriate Department of Workforce Services Regional Council. A listing is included.

If you have questions or need more information, call Patrice Spiegel, 801.526.9768. Thank you for your interest in providing training to our customers.

School Name:

Address:

The postsecondary institution named above is eligible to receive federal funds under Title IV of the Higher Education Act of 1965. This certification is effective for the period:

From: To:

The following programs are included in the certification:

Attach additional sheets or lists if necessary.

Attach a copy of the Title IV eligibility certification.

Please provide information for each program to be approved:

1. Program completion rates for all individuals enrolled.

2. Percentage of all individuals enrolled who obtain unsubsidized employment.

3. Wages at placement for all individuals enrolled. Please include a note explaining how you gather that information.

4. If applicable, the rate of Utah state-recognized or industry-recognized licensure, certification, degrees, or equivalent attained by all program graduates. (For example, CDL, Certified Nurse Aid, Licensed Practical Nurse, Novell Network Engineer)

5. Program costs including tuition and all fees.

Submitted By:

Title:

Date:

School Telephone Number:

School Email:

Utah Department of Workforce Services
APPLICATION TO PROVIDE TRAINING SERVICES
(Application B)

School Name:

Address:

Years in business using current name:

Other names operated under:

Programs and Accrediting Entities:
(Please use additional sheets or lists if necessary)

Submitted By:

Title:

Date:

School phone number:

School email address:

Please provide information for <u>each</u> program to be approved:

1. Program completion rates for all individuals enrolled.

2. Percentage of all individuals enrolled who obtain unsubsidized employment.

3. Wages at placement for all individuals enrolled. Please include a note explaining how you gather that information.

4. If applicable, the rate of Utah state-recognized or industry-recognized licensure, certification, degrees, or equivalent attained by all program graduates. (For example, CDL, Certified Nurse Aid, Licensed Practical Nurse, Novell Network Engineer)

5. Program costs including tuition and all fees.

Please include with your application:

T   The attached questionnaire completely filled out, to certify compliance with the Americans with Disabilities Act (ADA) and accessibility requirements.

T   An outline of your grievance procedure for individuals with complaints on such issues as discrimination, accessibility, etc.

T   A current financial statement.

School: Address:

Survey completed by:

I. Parking Lots	Yes	No	N/A
1. Are designated accessible parking spaces located near the facility?			
2. Are these spaces at least 12 feet wide?			
3. Do they allow a person to get out of vehicles on a level and smooth surface (no sand, gravel, etc.)?			
4. Can a person using these spaces reach walks or doors to the building without walking or wheeling behind parked vehicles?			
5. If there are curbs, are curb cuts or ramps adjacent to the designated parking spaces?			
II. Walks			
1. Are walks at least 48" wide?			
2. Are walks in good repair and reasonably free of abrupt changes in surface level?			
3. Are drop-offs on sides or differences in terrain near walks marked by fences or rails?			
4. When crossing other Walks, driveways, or parking lots, do walks blend to a common level?			
III. Entrances, Exits, and Stairs			
1. Are primary entrances and exits ramped to allow persons using wheelchairs or crutches access to the facility?			
2. If there are ramps: a. Are they sloped gently?			
b. Are the ramps in good repair including handrails?			
c. Is the surface of the ramp 'non-slip'?			
3. Do doors have clear openings of no less than 32" when open?			
4. Can doors be opened or closed by a single effort?			
5. Are doorsills free of extreme slopes or abrupt changes in surface level?			

III. Entrances, Exits, and Stairs	Yes	No	N/A
6. If the building has elevators, are they on the same level as accessible entrances?			
7. Are stair surfaces 'non-slip'?			
8. Do stairs have handrails?			
IV. Facility Interiors			
1. Do floors have 'non-slip- surfaces?			
2. Are floors on each story at a common level or connected by ramps?			
3. Are hallways free of protruding objects (coat racks, hanging signs, etc.)? That interferes with pedestrian traffic?			
4. Are rest room facilities accessible and usable by persons in wheelchairs?			
5. Are water fountains usable by persons in wheelchairs?			
6. Are public telephones equipped for use by persons with hearing impairments?			
7. Are public telephones accessible to persons in wheelchairs?			
8. Are elevators accessible and usable by mobile disabled persons?			
9. Do fire alarms utilize both sight and sound systems?			

All necessary forms must be submitted to the appropriate Department of Workforce Services Regional Council for initial approval.

Department of Workforce Services Region	County	Contact	E-mail Address
Eastern	Carbon Daggett Duchesne Emery Grand San Juan Uintah	Bob Gilbert Pattie Hansen Lorna O'Berta	bobgilbert@utah.gov pattiehansen@utah.gov loberto@utah.gov
Metro	Salt Lake Tooele	Diane Lovell	dianelovell@utah.gov
Mountainland	Summit Utah Wasatch	Wendy Hughes	whughes@utah.gov
North	Box Elder Cache Davis Morgan Rich Weber	Lesnie Foster	lrfoster@utah.gov
Western	Beaver Garfield Iron Juab Kane Millard Piute Sanpete Sevier Washington Wayne	Ann Barnson	abarnson@utah.gov